



# *ROEs & Events*

- **IF YOU CAN, use the “...” menu next to your name to indicate Rank, First and Last --- Ex. SSgt Jane Doe**
- Chat, cameras, mic are disabled for attendees
- Submit questions in the Q&A and moderators will answer them
- If you reply to a previous question, they’re not nested, so restate the issue so the moderator understands the full thought
- If you can hear the music (even if it’s choppy), your sound works
- **Upcoming Events**
  - **6 Feb 26: IMA Strategic Alignment Town Hall**
  - **25 Feb 26: Reserve China Global Strategy (RCGS) Webinar**
  - **31 May 26: Annual Tour Submission Deadline**

# ***United States Air Force Reserve***

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# ***HQ Readiness & Integration Organization IR All Call***



**Col Nathan “N8” Day  
Commander  
30 Jan 2026**



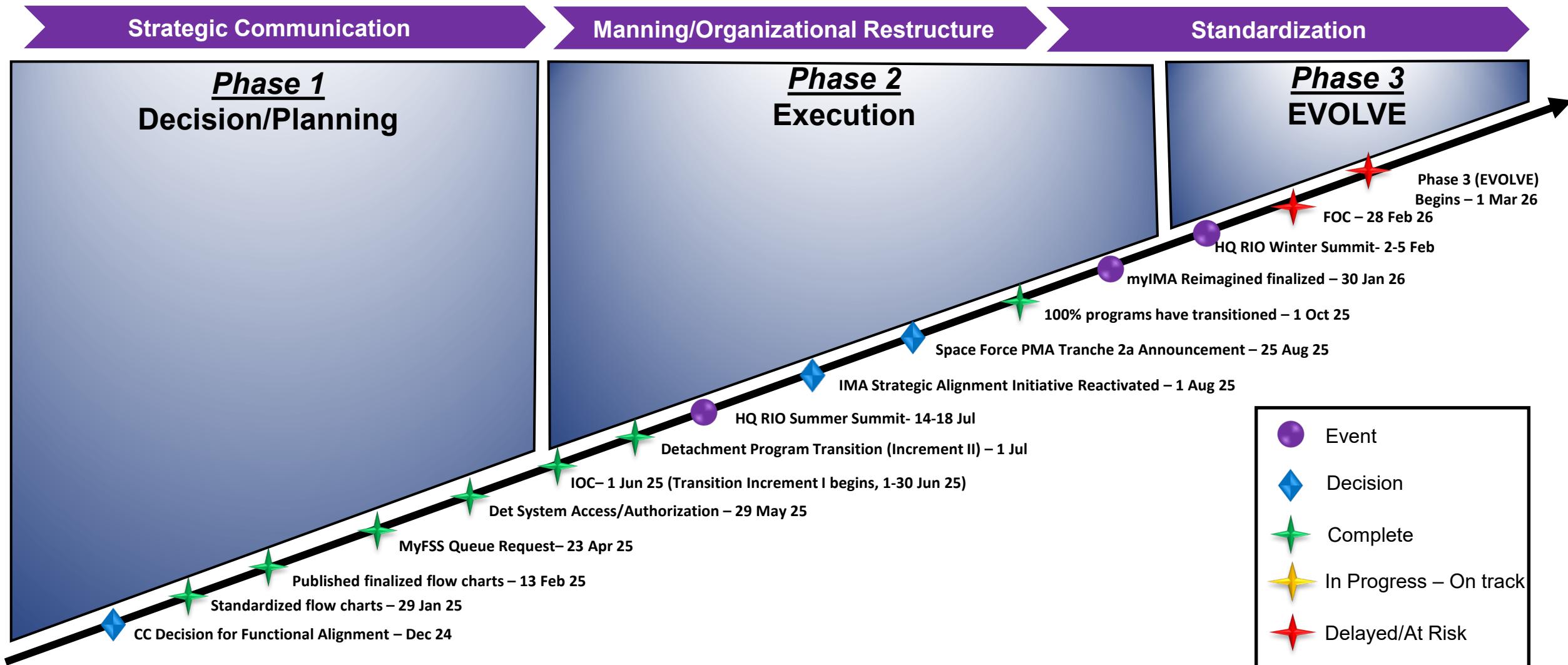
- **Functional Alignment Update**
- **IMA Strategic Alignment**
- **Hot Topics**
- **Lapse of Appropriations Guidance Update**



# Functional Alignment Update



# Functional Alignment POAM





# Functional Alignment Updates

## ▪ Successfully Executed Functional Alignment

- Over 100% of programs (96 core tasks) transitioned in 4 months!
- Detachment footprint decreased from 7 to 2!

## ▪ FOC delayed five (5) months

- myFSS Reimagined - delayed

## ▪ Wins!

- Improved Newcomer Experience
- Centralized Communication to Mission Partners--Lauded by HQ AFRC Command Chief, CMSgt Nunez, for this effort.
- Reduced Pay Processing Time for modifications from two (2) - five (5) days to under one (1) day.
- Led a transformational restructure of the MPA orders process- Increased order certification efficiency by 459% and decreased RIO wait times for MPA orders by 50%
- Established Urgent Request Process
- Established a mission partnership with the AD component through AFPC
- Streamlined Approval Authority for Annual Tour Special Request, VOCOs, Substitution Waivers & Excusals, Late Orders/AT Requests decreasing processing times and allowing rapid execution for IRs.
- All IMAs have been consolidated under a single unit alignment in M4S, eliminating previous Detachment-specific structures and increasing OWC's ability to process orders.



# Expectations

- Streamline processes for IRs!
- IMAs should continue to:
  - Submit all requests through myFSS to the applicable account; HQ RIO will reroute tickets as necessary
  - Attend Customer Service Hours, offered twice a week
    - Tuesdays (1400 MT) and Thursdays (0800 MT)
  - If you have an urgent request requiring action within three business days, please submit a myFSS case under “AFR IMA HQ RIO REQUEST.” In the body of the request, clearly state “Urgent.” Requests must meet one of the following urgent categories:
    - Pay and/or benefits affecting issues
    - Travel within three business days with DTS authorization not yet approved
    - Orders starting within three business days and the 938 is not certified in AROWS-R
    - Order modification not processed within 14 business days and required for a DTS voucher or continuation of pay & entitlements
    - AD Commander case submissions
    - Mobilization Assistant (MA) case submissions
- Achieving enterprise-level efficiency, while maintaining IR support
- Mission Partner Support is available via Teams through Mission Partner Channel
  - Elevate urgent requests on behalf of IMAs
  - Thanks for using the channel!!
  - URCs can send a myFSS case to HQ RIO General to be added to the channel



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# United States Air Force Reserve

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## IMA Strategic Alignment Update



**U.S. AIR FORCE**

Col Joshua Flatley  
CMSgt Leah Chavez  
HQ AFRC/CCI – IR Strategy Office  
30 January 2026

Controlled by: U.S. Air Force Reserve

Controlled By: AFRC/CCI

CUI Category: OPSEC

Distribution/Dissemination Controls: N/A

POC: CMSgt Leah Chavez



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# ISO Strat Comms Timeline

Milestone	Action / Event	Date(s)	Responsible Party	Status (as of Dec 10, 2025)
1	Initial notification to Airmen of potential position unfunding.	Feb-25	Command/Leadership	Completed
2	Heads-up notification to Airmen by CFMs & MFMs.	10-Aug-25	CFMs & MFMs	Completed
3	Official notification sent to all impacted Airmen.	28-Aug-25	Command/Leadership	Completed
4	IMA Strat Alignment Town Hall and FAQ distribution.	5-Sep-25	IMA Strat Alignment Team	Completed
5	Direct outreach to Airmen who had not provided updates.	6 Sept - 20 Nov 2025	ISO/CFM/MFM	Completed
6	IMA Strat Alignment Town Hall.	3-Oct-25	IMA Strat Alignment Team	Completed
7	Tasking to re-evaluate positions for potential funding.	19-Nov-25	CFM/MFM	In Progress (Due 15 Dec)
8	IMA Strat Alignment Town Hall.	2-Dec-25	IMA Strat Alignment Team	Completed
9	Reminder to provide intentions by 31 Dec, Direct Placement Memo, Updated ISO FAQ & 9 Jan Town Hall Save the Date.	16-Dec-25	IMA Strat Alignment Team	Completed
10	Suspense for Airmen to provide their intentions.	31-Dec-25	Airmen	Upcoming
11	IMA Strat Alignment Town Hall.	9-Jan-26	IMA Strat Alignment Team	Upcoming
12	IR Call w/ HQ RIO	30-Jan-26	IMA Strat Alignment Team	Upcoming
13	IMA Strat Alignment Town Hall.	6-Feb-26	IMA Strat Alignment Team	Upcoming



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# Processs to Vol & Invol to IRR

## Timeline for Voluntary Reassignment in the Ready Reserve

This timeline outlines the key steps and decision points for service members requesting a voluntary reassignment within or from the Ready Reserve.

Step	Action	Key Details & Notes
1. Member Initiates Request	The service member formally requests reassignment.	This is done by submitting a DAF Form 1288 or a personal letter to the appropriate commander.
2. Submission to Commander	The request is sent to the relevant authority.	For Unit Program members, this is the unit commander. For the IR Portfolio, this is the RIO Detachment Commander (Det/CC).
3. Commander Review	The commander reviews the reassignment request.	Any commander in the chain of command (for unit members) or the RIO Det/CC (for IR members) can disapprove the request. If disapproved, they must notify the member and provide the reasons.
4. Approval Authority	The final approval is granted by the designated authority.	The Wing Commander (or equivalent) approves requests for the unit program. The RIO Det/CC approves requests for the IR portfolio.
5. Setting the Effective Date	Once approved, an effective date for the change is set.	By default, the effective date is no earlier than 6 months from the date of approval.
6. Exceptions to the 6-Month Rule	The 6-month waiting period is waived for certain transfers.	This includes transfers to the RegAF, AGR/EAD tours, transfers within the unit program, transfers to/from the IR portfolio, transfers to the IRR due to ETS, and transfers to the ANG.
7. Waiver Authority	The 6-month rule can be waived in other circumstances.	The Wing Commander (for unit program) or HQ RIO/CC (for IR portfolio) has the authority to waive the 6-month waiting period if needed.

**Vol to IRR- 25  
Invol to IRR- 47**

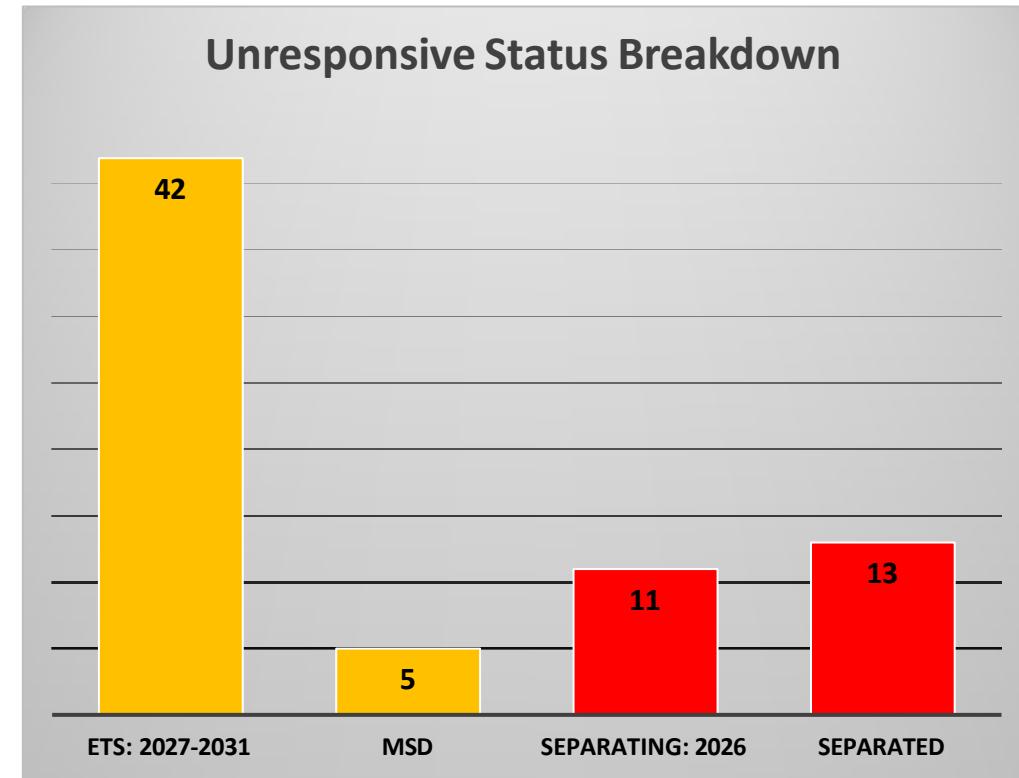
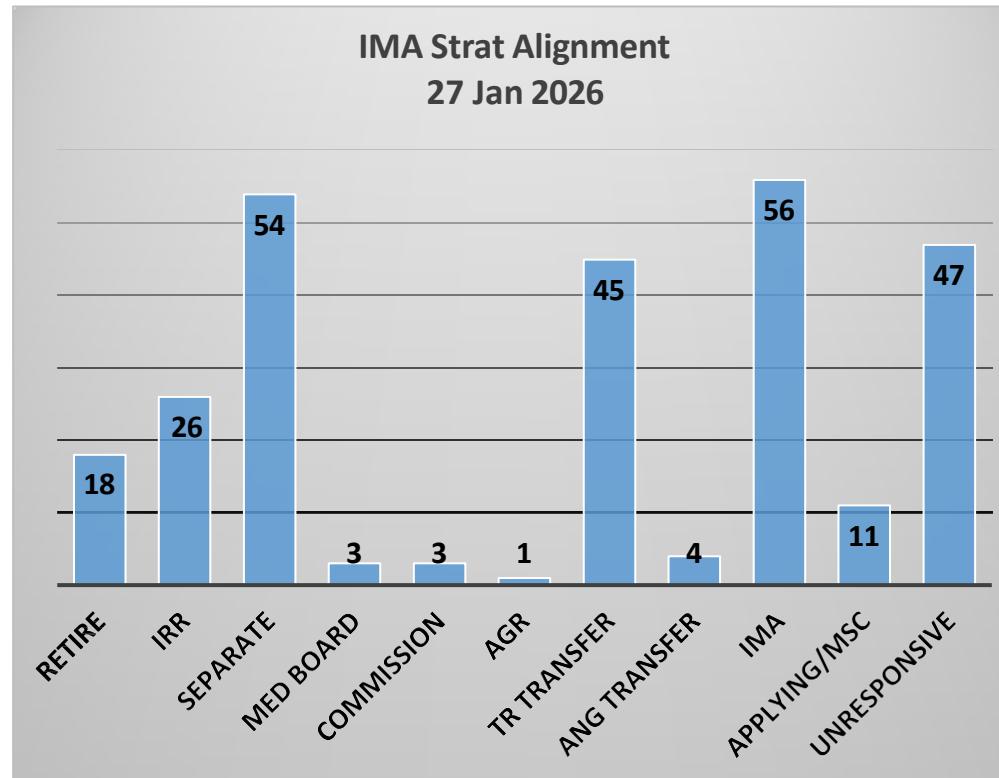
## Timeline for Involuntary Reassignment to ARPC

This timeline details the process from the initial determination to the final decision for an involuntary reassignment.

Step	Action	Key Details & Timeline
1. Initial Determination	A commander evaluates a member's record and determines if they meet all position requirements.	This is initiated by the Unit Commander (for unit members) or HQ RIO/CC (for IR members) if information suggests the member should be considered for involuntary reassignment.
2. Prepare Notification	If grounds for reassignment exist, a Memorandum of Notification is prepared for the member.	The memo must include reasons for the action, supporting documents, and an explanation of the member's rights (e.g., to consult legal counsel and submit a rebuttal).
3. Deliver Notification	The memorandum is delivered to the service member.	Personal delivery is preferred. If not feasible, it is sent via certified mail. If the member refuses to sign, the delivering official notes the refusal.
4. Member Acknowledgement	The member must acknowledge receipt of the notification.	The member has 24 hours after receiving the memo to sign and return the acknowledgement of receipt.
5. Member Response	The member has the opportunity to respond and submit documents for their case.	The member has 15 calendar days after receiving the notification to submit statements or documents. Failure to respond within this timeframe constitutes a waiver of rights.
6. Commander's Review	The commander reviews the member's submitted statements and documents.	The Unit Commander or RIO Det/CC decides whether to continue with the involuntary reassignment action based on the member's rebuttal.
7. Legal Review	If the action continues, the case file is sent to the servicing Staff Judge Advocate (SJA).	The SJA reviews the entire case for legal sufficiency and provides findings and recommendations.
8. Final Approval Authority	The case file is processed through the chain of command to the final Approval Authority.	The approval authority reviews all facts and makes the final determination.
9. Final Decision & Notification	The Approval Authority takes action and notifies the member.	Possible outcomes include: 1. Approve the involuntary reassignment. 2. Disapprove the action and close the case. 3. Initiate administrative discharge if warranted.



# IMA Strat Alignment Stats



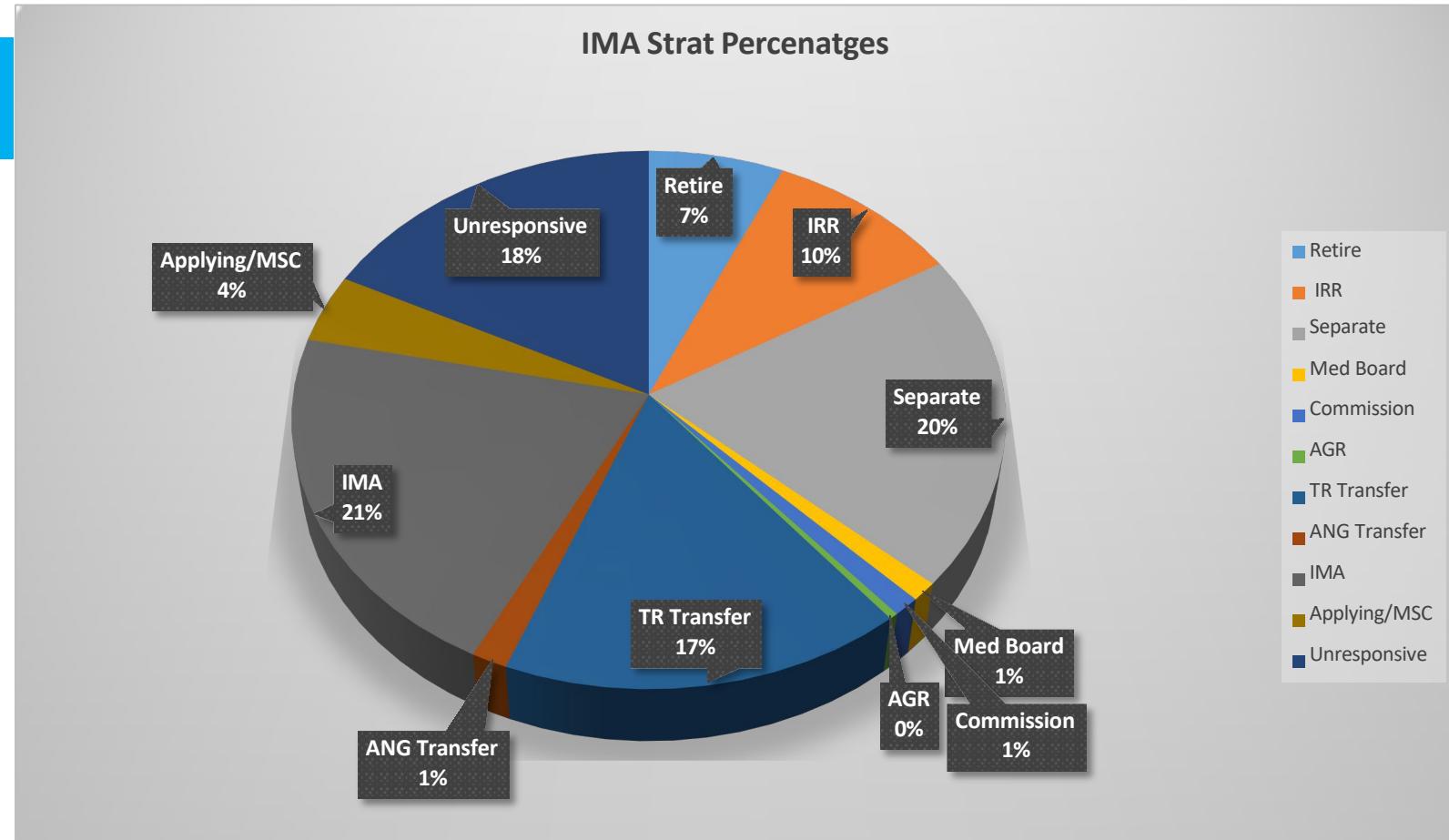


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# IMA Strat Percentage Stats

Retention: 42.91%  
Attrition: 57.08%





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**Questions?**



# **FY26 Funding Requirements & Deadlines Updates**



- **DTS Authorizations**
  - Approving authorizations through 31 Jan 26
  - RIO will have a standby team to approve authorizations after 31 Jan 26
- **Leave Sellback Actions**
  - Analysis conducted on way ahead; we will roll out additional communications in the near future
  - New processes to be established
- **Outstanding Orders & Vouchers**
  - Applicable IRs received to complete/validate if you have an outstanding voucher or order
  - DO NOT reply to the email – follow instructions to resolve your issue
- **BAH Recertification**
  - Quick Guide created
  - Required for all IMA to validate in FY26
  - Expect additional communications in the near future on how to recertify BAH



# Hot Topics



- PFA Requirements

- 1x year for IMAs (doesn't matter if you're on long-term orders)
- Updates
  - 2-mile or HAMR options
  - New score charts to be released in February
- **Overdue testing can occur until 28 Feb 26 under the old testing standard**
- Unsat testing can still occur through diagnostic period
- PFA score will be included in EPBs/OPBs
  - Beginning with Chiefs (31 May 26) and Colonels (28 Feb 26)
  - Fitness Composite score (category – excellent/satisfactory/unsatisfactory)
    - Examples: 95/Excellent/None or 90/Excellent/Cardio, Endurance
- Timeline
  - 1 Jan 26: Pause all PFA testing to update program
  - 1 Mar – 30 Jun 26: Diagnostic testing only
  - 1 July 26: Resume official testing under new PFA standards



- **Reminders:**
  - **Split AT requests – AT Special Request Form no longer required!**
    - Members can split AT without additional documentation
    - AT Special Request Form will still be required for AT Away From Homestation or Split AT (OCONUS)
  - **VOCO memo signed by AD/CC only – not Det CC**
  - **IRs can find all documents on RIO website (Document Library)**
  - **New Retirement POC: TSgt Michael Penaso**
- **Executive Services Cell**
  - **Supports Mobilization Assistants and IMAs to the Command Chief**
  - **Full-time staff of 4 to assist with UTAPS Support, DTS and orders**
- **MPA Updates**
  - **Reminder: M4S Task IDs must be submitted 10 duty days/14 calendar prior to start new tour**
  - **No allocating the task if there are fewer than 7 business days prior to the start date; task will be returned to FAMMs for correction and date adjustments**



- **Involuntary Mobilization**
  - Although mobilizations happen infrequently, IMAs still must be ready! Involuntary mobilizations may still occur.
  - Ensure Family Care Plans are updated, readiness up-to-date
  - UCMJ actions may occur if an IMA cannot be mobilized
- **Mixed appropriations cannot occur**
  - IMAs cannot have a single order that contains MPA-AT or IDT-MPA
  - Orders writers will NOT draft the order
- **Update contact information via vMPF (af.okta.mil)**
  - Home of Record (address), home & mobile phone numbers, military & personal emails must be updated in vMPF
- **IDT Travel Reimbursement Update**
  - Duty, not core, AFSC // Updated on RIO Website
  - Limited to three (3) trips



# Lapse of Appropriations



# Current "Knowns"

**\*\* No budget or continuing resolution has been passed \*\***

- 31 Jan 2026 at 12:01am EDT a shutdown goes into effect
  - As a result of a lapse in appropriations, all DoD agencies must execute an orderly government shutdown
  - This becomes HQ RIO's priority #1
- Continuing operations with limited manpower is priority #2
- The following slides cover guidance if a shutdown happens

- **If you're on orders – normal operations will continue until otherwise notified**



Military Participation Status	Continue	Stop Action	Notes
IDTs (IMA)		X	<p>*Exercise KEEN EDGE has been excepted for IMAs – they can continue as planned – per AFRC/CD</p> <p>*Includes non-paid IDTs</p>
AT orders started before 30 Jan 26	X		
AT orders starting on/after 31 Jan 26		X	<p>*RIO will notify members and began canceling AT orders today that begins 31 Jan 26 – 2 Feb 26</p>
<u>Other Categories</u>			
RPA orders started before 30 Jan 26	X		
RPA orders starting on/after 31 Jan 26		X	<p>*RIO will cancel RPA w/travel today</p> <p>*RIO will request excepted activity justification today</p>
MPA orders starting before 30 Jan 26	X		<p>*Must be approved in M4S</p>
MPA orders starting on/after 31 Jan 26	X		<p>*Must be approved in M4S/Excepted activity</p> <p>*No VOCOs</p>
Deployments	X		
BMT/Tech School/Training Orders			<p>*Follow school guidance</p>
MEDCON	X		<p>*AFRC/SG considers MEDCON to be an excepted activity</p>



# *AT and IDT Scenarios*

**In cases where personnel are currently performing AT with IDT in conjunction, the following scenarios apply:**

- **No IDT periods may be performed on or after 31 Jan 26, regardless of conjunction with an approved AT order**
  - **Example: If you are currently performing split AT and you have IDT scheduled on 1-2 Feb 26 and then another set of AT, you cannot perform IDTs or your follow-on AT and must return home**
  - **Includes telework and points-only**
- **If member has finished the AT portion of the AT/IDT order, member will return to HOR**
- **If member on AT/IDT order and AT ends on 30 Jan 26, you can remain in place until 2 Feb 26 for further direction for IDTs – lodging is at your own expense without appropriations**

**REGARDLESS OF CONJUNCTION, YOU MUST NOT PERFORM IDTs ON OR AFTER 31 JANUARY 2026**



# Resources

- Personnel experiencing financial difficulties should contact their chain of command for information and referrals. The following resources may also be available:
  - Navy Federal Credit Union
    - May offer zero-interest loan for eligible members
  - USAA
    - May offer zero-interest loans and special payment arrangement
  - Air Force Aid Society
    - Offer grants or interest-free loans for emergent needs
  - American Red Cross
    - May offer financial assistance through the Hero Care Network
  - Military OneSource
    - Provides free confidential counseling and information 24/7



# IR Self-Help Resources

- **Attend the HQ RIO-hosted vIRO & Det Orientation!**
- **Strategic Communications to the Field**
  - Quarterly HQ RIO/CC IR All Calls
  - RIO Buzz
- **HQ RIO Portal → One-stop Shop**
  - **IR Guide & Quick Guides**
    - Updated every year or as needed
    - Recommend saving links, do not download as these change
  - **Training Resources**
  - **IR Mentorship Program**
- **Relationships:**
  - Dets
  - URC, Reserve Advisor, Senior IMAs, Career Field Managers, MAJCOM Functional Managers

**HQ RIO Portal:**





# Questions?

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